



CORRECTION TO MINUTES OF JAN 15, 2015

(Upcoming LWIB Meeting Date Correction – see page 3)

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Navajo and Apache Counties Workforce Investment Board Pursuant to ARS 38-431.02, notice is hereby given to members of the Navajo and Apache Counties Workforce Partnership (WIA) and to the General Public that the Board will hold a meeting open to the public on Thursday, Jan 15th, 2015, from 11:30 A.M. to 1:00 P.M. at the El Camino Restaurant, located at, 277 White Mountain Drive – St. Johns, AZ 85936

Pursuant to the Americans with Disabilities Act (ADA) the Navajo and Apache Counties Workforce Partnership (WIA) Board endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact the Administrative Office at (928) 524-4167 at least 48 hours prior to the meeting so that an accommodation can be arranged.

Begin 11:45 – Quorum obtained

01) WELCOME - Don Berry

- Pledge

02) ROLL CALL & INTRODUCTIONS - Susan Tegmeyer

Peggy Belknap, Don Berry, Charlene Chacon, Becki Christensen, Roxanne Dean, Ben File, Elizabeth Flake Alphonso James, Michael Johnson, Glenn Joy, Connie Kakavas, Gary Moore, John Sorensen, Von Stradling, Andrea Harings, Jennifer Smale, Carla Fails, Susan Tegmeyer, James Menlove, Ryan Patterson

Telephonically – Ben Smith, Steve North

Guests - Ryan Patterson – Finance Director, Apache County.

03) CALL TO THE PUBLIC - Don Berry

Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the Call to the Public, Board members may not respond to any comments but may ask staff to review a matter or ask that a matter be placed on a future agenda.

Von Stradling - Thursday Feb 19th from 6-7:30 p.m. SRP will be holding an open house for NPC, NAVIT, focusing on the training programs that are going on at the plant. Two WIA Workforce Specialists will attend.

04) CHAIRMAN'S REPORT

05) EXECUTIVE DIRECTOR REPORT - Susan Tegmeyer (Report Attached)

- **Service numbers**
Total Core Services 827
Currently enrolled/active 191
Follow-ups 63
- **Y-T-D Financial Percentages**
Allocations remaining
Apprenticeships

- **Gila merger update**

Appx \$330,000 - \$350,000 coming with merger expected amount – this will help with transition, any accrued costs before June 30 will come from these funds.
Official transition July 1st.

Video Team Production – Great job – waiting on the state logo before videos can be finished. Hopefully we will have at least a draft before next board meeting.

Dec 1 – Executive Board Meeting was held

- Approved stipend \$250.00 for Youth GED
- Pay youth \$5.00 for class time completed toward GED completion – Instruction verification

Beginning policy and procedure process – hope to have policy draft to full board for review prior to April board meeting.

Dashboard Form (Attached) explanation – needed for state reporting.

Reviewed 5-year plan with contractor, updating information to include merger, updates, hopefully to be completed by May.

Monitor training completed for Exec Director and Coordinator – will be reviewing Workforce Development Specialists files quarterly.

Program/Data Validation Audit completed this week - Went well, expect literacy/numeracy numbers to go up by next month. The State's job is to help us with the reports so when DOL comes in we are in good shape. Need to meet with NPC soon to discuss some of the validation issues.

Red/Green Report (Attached)

(Read File)

- Apprenticeships – Susan will send out link on article

Ben Smith questions regarding Executive Report information. Will send packet info to all LWIB members after today's meeting.

IBEST Report – Peggy Belknap

- Home being built in Holbrook from grant money, leveraged from State, WIA, College. Land was donated. Hope that if successful can do same project in other areas.
- June 2015, grant started in Nov. (Construction/education)
- Recruiting from schools, this is a tough outcome group.
- 80% plus have to be put to work after program - will be depending on our partnerships to help with this employment.
- Have to be eligible for WIA program to participate – OSY category is a hard group.
- Transportation issue – Working on that, this is a huge issue. Bus system, gas cards. (Must have insurance and driver's license)

06) DES REPORT – Charlene Chacon – See Attached

Minimum of 5 business contacts per month per employee is required.
Classes have started in DES offices for Resume Writing, Job Skills.

07) CONSENT AGENDA - Don Berry

These items are considered to be routine or administrative in nature and will be approved in a single motion. A Board member may request for any item to be removed from the consent agenda and considered on the regular agenda:

- **Approval of Oct 21, 2014 Minutes**
- **Approval of LWIB Board Member – Applications attached**

Glenn Joy
Rickey Jackson
Jason Whiting

Resignation of LWIB Board Member

Karen Houston

Motion to approve consent agenda: Connie Kakavas

Second: John Sorensen

Discussion: None

Approve Yes

Abstain None

Oppose None

08) 5-YEAR PLAN UPDATE – Susan Tegmeyer

In April should have a Merger update. In the process of changing dates, LWIB list, org chart at this time.

09) YOUTH COUNCIL UPDATE

Lisa Aragon unable to attend today - Looking at doing a Youth Vendor Meeting in February/March time frame. Looking for youth vendors who can do classroom time for our youth. NPC is a possibility, other suggestions to Susan. John Sorensen and Charlene Chacon may have contacts. We are looking for classroom hours only, not a lot of money for program.

10) LWIB MEETING DATES – Motion to move LWIB Meetings 4th Thursday of Month – Meetings Quarterly. Next meeting date is Thursday April 24th at 9am (Breakfast Meeting) at Mateos Mexican Grill in Show Low. (Next meeting date is Thursday April 23rd – Corrected 1/26/15)

Motion to approve: John Sorensen

Second: Charlene Chacon

Discussion: None

Approve Yes/Unanimous

Abstain None

Oppose None

13) BOARD EDUCATION/PLANNING

For merger will be having planning session possibly in May, to include Gila, Board/Staff training.

Training – How do we bring members in to LWIB Board? Consists of three components

- 1) Education
- 2) Business (50%)
- 3) Voc Rehab – working at bringing member on board.

Looking at Gila County LWIB members, may only get 2-3 from that area. Run ideas for members by Executive Director, then by Executive Board. WIOA only calls for 19 members.

Looking at web conferencing for all areas. Apache County has capabilities; look into their system and connection possibilities for web conferencing.

14) OLD BUSINESS / NEW BUSINESS

None

15) ADJOURNMENT

Motion to approve: Gary Moore

Second: Roxanne Dean

Discussion: None

Approve: Unanimous

Abstain

Oppose

ADJOURN: 1:00 pm